



STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE MINUTES

April 13, 2018 – Sacramento, California

Members Present:

David Barnett, FIREScope
John Binaski, League of California Cities and STEAC Vice Chair
Tony Bowden, Fire Districts Association of California (alternate)
Robert Briare, California Professional Firefighters
Taral Brideau, California Fire Fighter Joint Apprenticeship Committee
Ron Coleman, STEAC Chair
Randy Collins, California Fire Technology Directors Association (North)
Bret Davidson, So Cal Training Officers
Kyle Heggstrom, FIREScope (alternate)
Sam Hoffman, California State Firefighters Association (alternate)
Scott Jaeggi, California Fire Technology Directors Association (South)
Jeremy Lawson, CAL FIRE Training Center
Gaudenz Panholzer, California Fire Chiefs Association
Richard Rideout, California Metropolitan Fire Chiefs Inc.
John Walsh, Nor Cal Training Officers
Kim Zagaris, California Governor's Office of Emergency Services (Cal OES)

Members Absent:

Bradley Arganbright, Nor Cal Training Officers (Member)
Tom Carlisle, California State Fire Fighters Association
Gary Dominguez, California Fire Technology Directors Association (South) (alternate)
Gareth Harris, Fire District Association of California
Matthew Jewett, California Fire Technology Directors Association (North) (alternate)
Steve Knuckles, League of California Cities (alternate)
Brent Stangeland, CAL FIRE
Rich Thomas, California Professional Fire Fighters (alternate)
David Winnacker, California Fire Chiefs Association

State Fire Training Staff:

Kevin Conant, SFT, Deputy State Fire Marshal III
James Eastman, SFT, Deputy State Fire Marshal III
Chris Fowler, SFT, Deputy State Fire Marshal Supervisor
Andrew Henning, State Fire Training Division Chief
Caryn Petty, SFT, Deputy State Fire Marshal I
Marisol Ramos, SFT, Instructor Registration and Certification Analyst
Dawn Robinson, Deputy State Fire Marshal III
Kris Rose, Staff Services Manager I
Jeff Seaton, SFT, Certification and Curriculum Specialist

Guests:

Matt Brown, Santa Clara County Fire Department and CA 219 Sub Committee
Bill Lynch, Glendale Fire Department
Brendan O'Leary, City College of San Francisco
Brian Preciado, Solano Community College
Brian Ritchie, Glendale Fire Department
Patrick Shreffler, CA 219 Committee
Demond Simmons, Oakland Fire Department
Dave Sprague, Berkeley Fire Department
Scott Vail, California Office of Emergency Services

I. Introductions and Welcome

The meeting was called to order at 9:00 A.M. by Chief Ron Coleman, Committee Chairman.

A. Roll Call/Quorum Established

A quorum was established during introductions.

B. Member Appointment/Re-Appointment**1. Kyle Heggstrom-Alternate Appointment-FIRESCOPE**

Chief Coleman introduced Kyle Heggstrom to the Statewide Training and Education Advisory Committee (STEAC).

II. Agenda Review

Presenter: Chief Coleman

Chief Coleman asked if there were any changes needed to the agenda due to travel times or other reasons that may affect the order of the agenda.

III. Approval of the January 12, 2018 Minutes

Motion: Randy Collins moved to accept the minutes from January 12, 2018.

John Binaski seconded the motion.

Action: All members voted unanimously.

IV. State Board of Fire Services (SBFS) Update

Presenter: Andrew Henning

Andrew Henning advised that the last State Board of Fire Service (SBFS) meeting was held February 22, 2018. Approval was given for the Five Accredited Regional Training Programs (ARTP) submitted by the Statewide Training and Education Advisory Committee (STEAC) in January 2018. The denial of the re-accreditation of Merritt College was confirmed. Approval was given to the Fire Fighter I update for the minor editorial changes to the Fire Fighter I Wildland requirements, based on the new edition of the National Fire Protection Association (NFPA)1051 standards. SBFS approval was also given to the new Fire Marshal Standards and Curriculum. The previous certification track was retired in 2016. Approval was also given for the updated Confined Space Rescue Awareness Curriculum. Confined Space has been posted on the SFT Website.

V. Mission Alignment Objectives

A. Achieving National Recognition

1. Glendale Fire Department Accreditation

**Presenter: Dawn Robinson
(Attachment 1)**

Dawn Robinson presented that the initial accreditation visit was on January 24, 2018. One of the best practices of Glendale Fire Department is they have a web site, that has mobile applications and recruitment videos of their current staff and their story of how they came into the Glendale Fire family. The site visit went very well, and State Fire Training recommends accreditation of the Glendale Fire Department as an Accredited Local Academy.

Glendale Fire Department responded by indicating that they are looking forward to becoming accredited. This will streamline and standardize their training to ensure they are in line with the rest of the state.

Motion: *Gaudenz Panholzer moved to accept the accreditation of the Glendale Fire Department.*

Bret Davidson seconded the motion.

Action: *All members voted unanimously.*

2. Vallejo Fire Department Accreditation
Presenter: Caryn Petty
(Attachment 2)

Caryn Petty stated that an accreditation site visit took place with the Vallejo Fire Department on March 20, 2018. After interacting with the Vallejo Fire Department, it was observed their best practices indicate they have an extreme passion and dedication to their training and cooperative relationship with other agencies. The site visit went well, and approval is recommended for the Vallejo Fire Department's accreditation as an Accredited Local Academy.

The Vallejo Fire Department thanked the accreditation team. The process was rigorous but it was also important for them. The fact that the Ethics training is included in the program, is impressive to them.

Motion: *John Walsh moved to accept the accreditation of the Vallejo Fire Department.*
Bret Davidson seconded the motion.
Action: *All members voted unanimously.*

3. Steering Committee Report
Presenter: Jeff Seaton
(Attachment 3)

Jeff Seaton advised that the Steering Committee was formed in the Spring of 2017. It is comprised of the following groups: the California Training Officers, both North and South, Tech Directors, both North and South, Accredited Local Academies, both North and South, CALFIRE and the California Professional Fire Fighters. J. Seaton advised that two meetings have taken place thus far.

Andrew Henning advised that the Steering committee provides recommendations to the Statewide Training and Education Advisory Committee (STEAC). A. Henning stated that we are asking that the process be that STEAC will approve all, some, or none of these recommendations. Based on STEAC'S recommendation to move any of these items forward, this will direct staff to do more of an in-depth analysis. Some of these items will require reaching out to the International Fire Service Accreditation Congress (IFSAC) and the National Board on Fire Service(PROBOARD) to see if we can modify our current practices and remain in compliance with the IFSAC and PROBOARD policies and procedures that were agreed to. Any items that are moved forward, staff will bring a report back to STEAC in July 2018 advising of the intent to implement or if unable to implement, the reasoning why.

A question was asked as to the reason for the formation of the Steering Committee. A. Henning advised that the initial issue is with the Fire Fighter I process with IFSAC and PROBOARD, which required a more in depth review due to the fact that there are still

concerns related to the implementation. The Steering Committee is needed to review what is working and what requires additional fine tuning. In addition, a review of the expansion of other tracks is needed. The Fire Fighter II certification has not been moved forward with IFSAC and PROBOARD due to the National Fire Protection Association(NFPA)1001 standard which has some qualifications for Fire Fighter II, release was delayed until the NFPA review in June 2018. This delayed the release of textbooks until August 2018, where they were set to be released this past January. When a new NFPA standard comes out, we must revalidate our entire written exams.

John Binaski asked regarding question #8 on the staff report, how someone with learning disabilities and who needs additional time to take the test, how does this get addressed for online testing for Fire Fighter I. A. Henning said State Fire Training (SFT) established a 3- hour time limit. This does not prevent an Accredited Regional Training Program (ARTP) or agency from following their current policy and procedure regarding accommodating students with disabilities.

Randy Collins advised that we have completed around 5 tests, and handled a dozen students with disabilities, and only one student exceeded the two- hour period for the test.

J. Binaski asked for clarification regarding question# 9 on the Staff report. A. Henning responded by indicating that we are requiring a lead skills evaluator to sit and proctor a test. The suggestion in #9 would allow an administrative staff or someone who has gone through their training to proctor it. This would allow an ARTP computer lab person or an Accredited Local Academy (ALA) to bring in an administrative staff member to proctor the test, while the drill staff are completing other tasks.

The Steering Committee will bring these draft documents and justifications to STEAC in July for approval.

B. Curriculum Development & Delivery

1. Incident Safety Awareness for Hired Vendors

**Presenter: Jim Eastman
(Attachment 4)**

Jim Eastman advised there has not been any feedback or comments regarding this since the last STEAC meeting took place in January,2018. Chief Coleman asked if CAL FIRE was in approval of this curriculum. J. Eastman stated yes, as they were included in the cadre.

Motion: Randy Collins moved to accept the Incident Safety Awareness for Hired Vendors curriculum.

Gaudenz Panholzer seconded the motion.

Action: All members voted unanimously.

2. Emergency Vehicle Tech Instructor Requirements

Presenter: Jim Eastman
(Attachment 5)

Jim Eastman stated that approval is needed for this staff report. This was presented at the last STEAC meeting with one change that came from this body. That change is documented in the verbiage on page 2, that indicates to utilize the terminology of "Instructor of Record" for SFT to document the instructors delivering the course curriculum and testing processes. All instructors are also now required to complete the SFT Ethical Leadership in the Classroom course. The overall goal is to maintain professionalism with the continuing success of the California Fire Mechanics Academy. The result is to provide quality assurance by being "customer centric" while maintaining the integrity of the curriculum and testing.

Motion: *John Binaski moved to accept the Emergency Vehicle Tech Instructor requirements.*
John Walsh seconded the motion.
Action: *All members voted unanimously.*

3. Emergency Vehicle Technician Curriculum

Presenter: Jim Eastman
(Attachment 6)

Jim Eastman stated that this update was presented at the January 2018 STEAC meeting and no comments or feedback has been received.

Motion: *Bret Davidson moved to accept the Emergency Vehicle Technician Curriculum*
Randy Collins seconded the motion.
Action: *All members voted unanimously.*

4. Damage Inspection Curriculum

Presenter: Andrew Henning
(Attachment 7)

Andrew Henning stated that the FIRESCOPE Board of Directors recently approved two positions curriculum, the Damage Inspection Specialist and Damage Inspection Manager. The FIRESCOPE task force was comprised of the Los Angeles County Fire Department, the Orange County Fire Department, and CALFIRE. Damage Inspection Specialists have recently been to Wildland Fires as well as Flood zones. Damage Inspection Manager is a new position that oversees the Damage Inspection Specialists. SFT is proposing to adopt this curriculum for state wide delivery. This

is the first time we have had one of these courses. Bret Davidson asked what the pre-requisites are for these courses. A. Henning stated that for the Damage Inspection Specialist, they are ICS-100, ICS-200, ICS-700, and a Basic Land Navigation class through NWCG. The committee had a concern regarding what type of wildland safety training should a damage inspector be required to have to be in the field. The options are they should have either a Fire Fighter I certification, CAL FIRE Basic Fire Fighter course, S-130 (NWCG -Firefighter Training) or the SFT Incident Safety Awareness for Hired Vendor course.

The prerequisites for the Damage Inspection Manager are I – 300, IS 800.b and be qualified as a Damage Inspection Specialist (DINS).

VI. Reconfiguration of State Fire Training

A. S-219 Ad Hoc Committee Update

**Presenter: Chris Fowler
(Attachment 8)**

Chris Fowler stated that the ad hoc committee has reached approval for the single course California 219 with the live fire training component. She turned the discussion over to Kevin Conant to provide additional details. K. Conant advised that the task book was reviewed for several positions. It was determined that in the Fire Fighter I incident command type 5, Engine Boss, Division Supervisor, Strike Team Leader and Firing Boss, there was an expectation for them to be signed off to be both certified and qualified. There was an expectation that they would demonstrate proficiency in a live fire. Yet, reviewing the Course Information Manual (CIRM), that instruction is void in any of our curriculum. The National Fire Protection Association (NFPA) 1001 does not address this and the NFPA 1051 does not currently address this. The sub committee's recommendation is to support Scott Vail's recommendation of a California 219 course.

Andrew Henning offered some remarks from the State Board of Fire Service (SBFS). They were not supportive of the option of a live fire component, which is what S-219 currently has. California 219 would make the live fire component required. This course would meet what the SBFS discussion was at their last meeting.

A comment was made by Bret Davidson that some of the agencies were concerned this would limit the number of classes. According to the National Wildfire Coordinating Group (NWCG) it's an Engine Boss course that should be at the company officer level. There was discussion of a S 319 class for Strike Team Leaders that does not require the live fire component. The 219 course is a lower level course and should be taken at an earlier time. This should be pulled out of the 219 class and pushed to a lower level and a new class for the strike team leader should be created. David Barnett said FIRESCOPE discussed this, and the recommendation is this is a voluntary course, not a requirement. If it becomes a requirement it would need to go through FIRESCOPE for further discussion. This is really a two-part discussion. K. Conant stated that the direction of the chair was to make a recommendation based on Scott Vail's proposal as there was not a consensus at the last meeting regarding this topic. This discussion continued, touching

on various aspects of the course, and burn availability concerns, air quality, working with locals, and training opportunities and the role of a burn coach and various other positions. Discussion participants included K. Conant, Pat Shreffler, Matt Brown, Randy Collins, Jeremy Lawson, John Binaski, and Brett Davidson and Scott Vail. K. Conant advised to get any additional questions or concerns to Kris Rose in writing.

B. CICCIS Changes

Presenter: Scott Vail
(Attachment 9)

Scott Vail stated that he was here previously presenting the CICCIS 2018 version. Chief Whittaker had a concern with the PAC test, but this has been resolved. Since then FIRESCOPE has sent in some recommendations. David Barnett offered that one of these recommendations was Line Medics can qualify the other positions. There is a Line Medic and Line Emergency Medical Technician (EMT) which will now have trainee status. These will go through operational peer review. The idea is that Line Medic would be the qualifier for Line Medic Trainee and Line EMT will be the qualifier for Line EMT training. Language was included that allows one to qualify the other because it is the same behaviors and competencies. A discussion took place reviewing the revisions which are outlined in the staff report. Andrew Henning stated that SFT supports the new qualifications needed to clean up the qualifications guide.

<p>Motion: <i>David Barnett moved to accept the CICCIS curriculum changes</i> <i>Kim Zagaris seconded the motion.</i></p> <p>Action: <i>All members voted unanimously.</i></p>
--

VII. Announcements/Correspondence

A. SFT Update Information Only

Presenter: Andrew Henning

Andrew Henning introduced Marisol Ramos as State Fire Training's new Associate Government Program Analyst (AGPA) who will be handling the Instructor registrations and updates as well as teaching the Regional Instructor Orientation (RIO) class.

A. Henning also advised of the Office of the State Fire Marshal move taking place in June 2018. The STEAC meeting will take place at the new location at 2251 Harvard St. Suite 400, Sacramento, CA 95815. Maps and guides will be provided to the next meeting.

SFT is looking at eliminating same day processing for our certifications. Currently, people come to the building requesting same day certification, which has placed a burden on staff and overtime hours. The process is being looked at to reduce the days and hours of availability of these requests so the staff have minimal disruptions and can work on the mailed in packets in the date order received.

SFT is in Cadre season currently. Cadres are typically outside of Fire Season, between January and May. SFT just completed the Surface Boat Cadre and that should be coming to STEAC in July. River and Flood is meeting the end of June. SFT is also in the process of updating our curriculum development model.

A reminder that there are certifications retiring the end of 2018. Chief Officer, Fire Investigator I/II certifications are retiring December 31, 2018. The Fire Marshal Certification retires the end of 2019.

The Fire Fighter I certification exam requirements become mandatory beginning January 1, 2019. Currently the requirement is the student must complete the training, complete the task book, plus have the required 6 months or 1 year experience. Starting January 1, 2019, the requirement will be that the student must complete the training, have the required experience, complete the task book and have taken the state written exam and skills exam.

Instructor certification versus Instructor registration was approved by STEAC last year. Beginning January 2019, to teach a CFSTES course, Instructor II Certification will be required. Instructor I must be completed, then the Instructor I task book is completed, get the 40-hour's occupational experience and become certified. Then to move onto the Instructor II, complete the Instructor II course and task book, then another 40- hours of Instructional experience and complete the RIO and Ethics classes and become certified. This will be 40-hours less classroom time than previously. An existing Registered Instructor or a person who applies to become a Registered Instructor prior to December 31, 2018, will not be affected by this new requirement.

IX. Future Meeting Dates:

July 13, 2018, October 12, 2018 & January 11, 2019.

X. Roundtable

Chief Zagaris that OES is meeting with the governor's staff requesting 100 million dollars to update the mutual aid system.

David Barnett mentioned that there is a working group being formed for ICS peer support. If you are interested in participating please let him know.

VIII. Adjournment

Meeting was adjourned at 10:56 am.